

# **SINGAPORE INSURANCE EMPLOYEES' UNION WELFARE BENEFITS SCHEME REGULATIONS**

**(Registered on 9 Jul 2003)**

The Executive Council of the Singapore Insurance Employees' Union establishes the following Benefits Schemes and makes these regulations, subject to amendments thereof from time to time, to govern their operation. The Benefits Schemes and Regulations and any amendment thereto shall not take effect before due registration by the Registrar of Trade Unions.

- (A) SIEU Benefits Scheme; and**
- (B) Core Benefits Scheme**

## **(A) SIEU BENEFITS SCHEME**

### **1 Name**

- 1.1 This Scheme shall be known as the "SIEU Benefits Scheme" (hereinafter called "Scheme A").

### **2 Object**

- 2.1 The object of Scheme A is to confer on the members of the Union or their dependents such benefits in cash or kind, as the Executive Council deems fit. This Scheme shall apply only to ordinary members of the union.

### **3 Finance**

- 3.1 The benefits under Scheme A shall be financed out of the Welfare funds of the Union and the contributions of the members.
- 3.2 All members shall pay a subscription of \$1/- monthly to this scheme in accordance to Rule 4 (b) of the Union's Constitution.

### **4. Administration**

- 4.1 Scheme A shall be administered by the Executive Council who may with the approval of the Registrar of Trade Unions alter, amend, rescind, add to or subtract from the provisions other than 3(2) above governing the rate of contributions payable by members.

### **5. Benefits**

#### **5.1 Retirement Benefit**

- (a) For the purpose of this Regulation, "retirement" shall mean cessation of employment on attaining the retirement age prescribed under the Retirement Age Act or more, depending on the conditions of service of the retiring employee, or on being medically certified as unfit for further employment before the normal age of retirement.

- (b) The scale of benefits which shall be dependent on the length of continuously paid-up membership shall be payable according to the following proportions:-

<b>Length of Membership</b>	<b>Quantum in Benefits in Cash</b>
5 years	\$ 50/-
6 years	60/-
7 years	70/-
8 years	80/-
9 years	90/-
10 years	100/-
11 years	110/-
12 years	120/-
13 years	130/-
14 years	140/-
15 years	150/-
16 years	160/-
17 years	170/-
18 years	180/-
19 years	190/-
20 years	200/-
21 years	210/-
22 years	220/-
23 years	230/-
24 years	240/-
25 years	250/-
26 years	260/-
27 years	270/-
28 years	280/-
29 years	290/-
Maximum 30 years and upwards	300/-

## **5.2 Hospitalisation- Recuperation Benefit**

In the event of a member being warded in any hospital for more than 7 days he shall be entitled to a payment of \$50/- for the purpose of recuperation. The Executive Council may also in its absolute discretion send a floral or fruit basket, not exceeding the value of \$25/- to a sick member who is hospitalised.

## **5.3 Natural Calamities**

In the event of a member suffering any bodily injury or any monetary loss as a result of any natural calamity shall, on the application in writing and the production of satisfactory proof that the member has been adversely affected by natural calamities, be entitled to receive \$200/- or such other sum of money as the Executive Council may decide upon from time to time.

## 5.4 Scholarship Award

- (a) Scholarship Awards will be awarded to members' children who have successfully completed their year-end examinations and achieving outstanding results.
- (b) Successful applicants will be selected by the Scholarship Selection Committee who will adopt a set of criteria as guided by the Ministry of Education.
- (c) Members may apply for the scholarship by completing the application forms obtainable from the General Secretary.
- (d) The award shall only include payment of a year's school fees for the new academic year, coupled with a token cash sum as subsidy for the purchase of new school books to the most outstanding awardees in each category as laid down in column 3 of clause 5.4(f).
- (e) The minimum number of successful applicants selected has been set at clause 5.4(f) for the various levels of education. The number of successful applicants selected at any educational level may only be increased upon the prior approval of the Executive Council subject to the overall yearly limit of \$15,000.
- (f) The awards shall be payable as follows:-

<b>Level of Education</b>	<b>No. of Award</b>	<b>Cash Sum Payable to most Outstanding Awardees</b>	<b>School Fees + Misc. Fees</b>	<b>Total</b>
Pri 1 to 3	9	\$70	\$130	\$200 x 9 \$1,800
Pri 4 to 6	9	\$100	\$130	\$230 x 9 \$2,070
Sec 1 to 3	9	\$150	\$200	\$350 x 9 \$3,150
N Level	3	\$200	\$200	\$400 x 3 \$1,200
O Level	3	\$230	\$200	\$430 x 3 \$1,290
ITE	4	\$250	\$200	\$450 x 4 \$1,800
JC/Pre U	4	\$300	\$250	\$550 x 4 \$2,200
Polytechnic	4	\$700	0	\$700 x 4 \$2,800
University	2	\$1500	0	\$1500 x 2 \$3,000
<b>TOTAL</b>				<b>\$19,310</b>

## **5.5 Marriage and Child Benefit**

The Executive Council may in its absolute discretion give a member a gift or a token sum of money not exceeding \$25 in the event of the member's first legal marriage or on the birth of the member's child.

## **5.6 NTUC Club Affiliation Fee**

The Executive Council may in its absolute discretion disburse the cost of the annual membership's fee to NTUC Club.

## **6 Discontinuation of Scheme**

- 6.1 The Executive Council may, with valid reasons, decide to discontinue Scheme A with effect from such a date as the Executive Council shall decide upon, and all benefits under Scheme A shall cease with effect from such date after due notification to all members. After settlement of outstanding commitments and liabilities, the balance of monies standing to the credit of the funds of Scheme A shall be transferred to the General Funds of the Union.
- 6.2 The General Secretary of the union shall notify the Registrar of Trade Unions in writing of the discontinuation of Scheme A and the effective date of such discontinuation.

## **(B) CORE BENEFITS SCHEME**

### **1. Name**

- 1.1 This Scheme shall be known as the "Core Benefits Scheme" under the SLF Gift Plus (hereinafter called "Scheme B"). The Scheme and the Regulations and any amendment thereto shall not take effect before due notification to the members by the Executive Council and before registration by the Registrar of Trade Unions.

### **2. Object**

- 2.1 The object of Scheme B is to extend to members the benefits that are provided through NTUC as part of the Core Welfare Benefits Scheme administered by the NTUC for the benefit of all unions affiliated to the NTUC. This scheme shall apply to both Ordinary and Ordinary (General) Members.

### **3. Finance**

- 3.1 The benefits under Scheme B shall be financed out of the general funds of the union and the contributions of members.

#### 4. Benefits

4.1 All Ordinary and Ordinary (General) Members below the age of 65 years on 23 Mar 2000 and who have at least six months of continuous membership with the union shall be eligible to be covered under the SLF Gift Plus and be entitled to the benefits stipulated under Tables 1,2 and 3 below.

4.2 All serving Executive Council Members at the time of the occurrence of the qualifying events stipulated in Tables 1, 2 and 3 will be entitled to claim double the quantum stipulated under the said tables.

**Table 1 - Benefits Payable on the Death or Permanent and Total Disability of a Member:**

(a) due to natural causes during working hours and outside working hours;

(b) due to accidents during working hours.

	Benefits Based on Length of Continuous Membership	
	Less than 10 years	10 years or more
Death or Permanent and Total Disability		
(a) due to natural causes during working hours and outside working hours; or	\$4,500	\$5,500
(b) due to accidents during working hours.		

**Table 2 - Benefits Payable on the Death or Permanent and Total Disability of a Member arising from accident outside working hours.**

	Benefits* Based on Length of Continuous Membership	
	Less than 10 years	10 years or more
1. Death	\$20,000	\$30,000
2. Total & Permanent Disability :		
a) Loss of two or more limbs	\$20,000	\$30,000
b) Total loss of sight of both eyes	\$20,000	\$30,000
c) Loss of one limb and total loss of all sight of one eye	\$20,000	\$30,000
d) Total Paralysis	\$20,000	\$30,000
e) Injuries resulting in being permanently bedridden	\$20,000	\$30,000
f) Loss of one limb	\$7,750	\$12,250

g) Total loss of all sight of one eye	\$7,750	\$12,250
* The aggregate of all payout shall not exceed	\$20,000	\$30,000

**Table 3** - Benefits Payable on the Death or Permanent and Total Disability of a Member's Spouse due to all causes.

	Benefits* Based on Length of Continuous Membership	
	Less than 10 years	10 years or more
1. Death	\$250	\$500
2. Total & Permanent Disability :		
a) Loss of two or more limbs	\$250	\$500
b) Total loss of sight of both eyes	\$250	\$500
c) Loss of one limb and total loss of all sight of one eye	\$250	\$500
d) Total Paralysis	\$250	\$500
e) Injuries resulting in being permanently bedridden	\$250	\$500
f) Loss of one limb	Nil	Nil
g) Total loss of all sight of one eye	Nil	Nil
* The aggregate of all payout shall not exceed	\$250	\$500

## 5. Procedure for Claims

5.1 All claims shall be made not later than 30 days of the occurrence of the death or permanent disability.

5.2 Ordinary Members or their next of kin shall make the claim through the union.

5.3 Ordinary (General) Members or their next of kin shall make their claims through the NTUC Membership Department.

5.4 All members shall submit such documents or other information as is required by the union or the NTUC Membership Department in order to process their claims. In the absence of any documentary proof a member shall agree to submit a statutory declaration if so required by the insurance company covering Scheme B.

## **6. Payment**

- 6.1 In the event that a member dies without making a will or without making a nomination, payment shall be made to the next of kin as determined by the union in accordance with the Intestate Succession Act.

## **7. Amendments**

- 7.1 The Executive Council may alter, amend, rescind, add to or subtract from the provisions governing the rate of contributions payable by members, the scale of quantum of benefits under the Scheme B, the conditions of payment of benefits under Scheme B and the qualifying events for payment of benefits under Scheme B.
- 7.2 In the event of any dispute arising from the operation of Scheme B or the construction of these Regulations the decision of the Executive Council shall be final.
- 7.3 In the event of the Executive Council drawing up graduated scale of benefits or making any alteration, amendment, rescission, addition to or subtraction from the provisions, the Executive Council shall inform the Registrar of Trade Unions within seven days thereof. Upon the approval of the Registrar of Trade Unions, the Executive Council shall circularise its decision to the members of the union. Such circular shall be binding on the members until revoked or amended by such subsequent circular.

## **8. Other Matters**

- 8.1 The specific details applicable to SLF Gift Plus are set out in the Master Policy kept by the Singapore Labour Foundation.
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